

AGENDA BILL

Beaverton City Council
Beaverton, Oregon

SUBJECT: Bid Award - Construction of the Second Floor Lobby Extension

FOR AGENDA OF: 02-07-12 **BILL NO:** 12027

Mayor's Approval: *Denny Dale*

DEPARTMENT OF ORIGIN:

Mayor's Office/Facilities *FW*

DATE SUBMITTED: 1-13-12

CLEARANCES: CAO
City Attorney
Purchasing
Finance

FW
W. D. ...
J. A. ...
H. O. ...

PROCEEDING: CONSENT AGENDA
(CONTRACT REVIEW BOARD)

EXHIBITS: Bid Summary

BUDGET IMPACT

| EXPENDITURE REQUIRED | AMOUNT BUDGETED | APPROPRIATION REQUIRED |
|-------------------------|--------------------|---------------------------|
| \$52,800 | \$65,000* | \$-0- |

*Account Number 001-10-0450-384 - General Fund, Mayor's Office, Building Maintenance Services, Building Maintenance Projects. A total of \$65,000 is included in the FY 2011-12 Adopted Budget for this project.

RECOMMENDED ACTION:

Council, acting as Contract Review Board, awards a contract to Frank Construction of Portland, Oregon, in the amount of \$52,800 as the lowest responsive bidder for the construction of the second floor lobby extension.

HISTORICAL PERSPECTIVE:

As discovered during the space studies done in 2010 and 2011 by Group Mackenzie, Hennebery-Eddy, and City Facilities staff, City Hall has reached maximum capacity. One location, the hallway by the Finance Passport Window, is often quite congested. Additionally, a recent reorganization of the Community and Economic Development Department shifted a few staff members between the second and third floors, ultimately resulting in loss of space for the Property & Facilities Manager.

Staff discussed the problems and came up with the idea to extend the second floor lobby over the first floor entry and \$65,000 was included in the FY 2011-12 Budget for this project. This remodeling project will add an additional 770 square feet to City Hall. The area will be used as a passport waiting room, an office for the new Court Case Manager, an office for the Property & Facilities Manager (who currently has no permanent workspace), a cubicle for the Facilities Maintenance Lead (who currently works out of the Public Works Building on SW Allen Boulevard), and a workspace for the Facilities Maintenance Technician (who currently works out of a closet in City Hall).

INFORMATION FOR CONSIDERATION:

The invitation for bid for Construction of the Second Floor Lobby Extension was originally advertised in the *Daily Journal of Commerce* (DJC) on November 4, 2011. A non-mandatory pre-bid meeting was held on November 10, 2011, at City Hall to walk-through the site. Fourteen (14) contractors attended

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the pre-bid meeting. Due to many questions and some revisions to the original drawings, staff decided to terminate this invitation to bid, revise the project construction specifications and then re-advertise the bid. The second invitation to bid was advertised in the DJC on December 29, 2011. The bids were opened on January 12, 2012, at 2:00 p.m., in the Community and Economic Development Conference Room. Nine (9) bids were received. The lowest responsive bid was received from Frank Construction of Portland, Oregon, in the amount of \$52,800.

CITY OF BEAVERTON
BID SUMMARY
CITY HALL 2ND FLOOR EXTENSION (INFILL) #2651-12B

TO: Mayor & City Council

FROM: Purchasing Division

Bids were opened on : JANUARY 12th at 2:00 PM in the FINANCE CONFERENCE ROOM

Witnessed by: Pat VanOsdel, Gary Thompson

SUBJECT: Bid Opening

| VENDOR NAME CITY, STATE | Bid Proposal- Cert. & Bid Bond | Const. Schedule Form | First Tier Form | Bidder Responsibility Form | GRAND TOTAL BID AMOUNT (Labor & Materials) |
|---|-----------------------------------|-------------------------|--------------------|----------------------------------|---|
| Frank Construction Portland, OR | XXX | X | X | X | \$52,800.00 |
| First Cascade Lake Oswego, OR | XXX | X | X | X | \$52,861.00 |
| JWC General Contractors Vancouver, WA | XXX | X | X | X | \$53,200.00 |
| Cedar Mill Construction Tualatin, OR | XXX | X | X | X | \$53,472.00 |
| Payne Construction Portland, OR | XXX | X | X | X | \$55,777.00 |
| Robert Gray Partners Sherwood, OR | XXX | X | X | X | \$56,888.00 |
| Russell Construction Tualatin, OR | XXX | X | NR | X | \$61,597.00 |
| Brockamp & Jaeger, Inc Oregon City, OR | XXX | X | X | X | \$68,377.00 |
| Inline Commercial Construction Aloha, OR | XXX | X | X | X | \$79,134.00 |

The Purchasing process has been confirmed.

Signed: *Pat VanOsdel*
Purchasing Division-Finance Dept.

The above amounts have been checked: YES NO

Date: 1/12/2012

